



## REQUEST FOR ASSISTANCE (RFA) INTAKE INTERVIEW LOG

Date: 10 5 12	Interviewer: Laura Eckert	RFA #12 – 20
Person(s) Requesting Assistance: [REDACTED]		
Contact Numbers (telephone, e-mail, etc.): [REDACTED]		
Status of Person(s) Interviewed (title, position, student status, etc.): applicant for job		
Requested Assistance Pertaining To (name, position, policy, project, etc.) [REDACTED]		
[REDACTED]		

To the best of your knowledge, please fill out the following:

Interviewee Status:      Male  Female  Administrator  Faculty  Staff  Student  Applicant   
Respondent (if app.):      Male  Female  Administrator  Faculty  Staff  Student

**Complaint Category:** (Please check at least one)

Age       Color       Creed       Disability       Employment  
 Marital Status       National Origin       Race       Religion       Retaliation  
 Sex/Gender       Sexual Harassment       Sexual Orientation       Veteran Status

Time Line		
Date	Item	Comments
9 27 12	[REDACTED] left message	[REDACTED] feels she was not hired because she raised a concern last year about racism and harassment. She wants the three employees she raised that concern about gone and is "going to file charges now."
10 2 12	Email: meeting for Laura Eckert and [REDACTED] scheduled for 10 5 at noon	
10 4 12	[REDACTED] email to Lynae	She requested her file from HR; wants to "go over Everything and their reasons for not rehiring."
10 5 12	Laura Eckert intake interview with [REDACTED]	Laura first reviewed EOO's role and the formal v. informal resolution processes. [REDACTED] was not rehired as a temporary custodian this summer and thinks she should have been. She has also applied for a full time custodian job opening and hasn't heard back. [REDACTED] had called [REDACTED] and he told her that she was one of the people being interviewed, but she doesn't know if

		<p>interviews have already happened. She feels they are holding over her head an EO complaint she brought in Fall 2011. She feels she has the qualifications for the job and other than being tardy there are no complaints about her cleaning.</p> <p>█████ says those making the hiring decision will say she walked off the job/defied an order. She had told █████ that a lounge was filthy.</p> <p>When █████ applied for a job with █████ (as opposed to █████), she asked why she didn't get the job and █████ told her it was because she didn't have enough experience with floor machines. He was very nice.</p> <p>█████ wants to know why she was not hired for the temp job or the current job.</p>
10 11 12	LE t/c to █████	Referred me to █████
10 11 12	SGS t/c █████	<p>Classified temp hires are made through a pool of applicants; supervisor can select someone without doing dispositions for applicants. Four people had worked in the winter; 3 were hired back and █████ was not. She was not a team player, had walked off the job more than one time, and does not communicate well.</p> <p>Doug Adelstein talked to █████ and told him he can take previous experience with an employee into account when making hiring decisions. █████ is not a finalist for the current opening. People who are not being interviewed will receive a letter. The search is still open.</p>
10 11 12	SGS t/c Stephanie	People can put their names back in the temp pool anytime. UR had a need in June and called three people to come back as temps. They do not need to provide dispositions for temp hires; can hire at discretion of supervisor.
10 12 12	LE t/c to █████	<p>Laura explained the temporary hiring process and that supervisors do not need to give reasons why they are not selecting candidates. █████ said she believes they are discriminating against her. Laura said that discrimination is looked at with regard to legally protected categories and that if █████ is not happy with EOO's look at her concerns she has the right to contact the WA Human Rights Commission or the EEOC. █████ hung up on LE. LE was going to say that she can't look at the current search until there's a negative action against █████ and that if there is a negative action, █████ should call LE back.</p>

**Resolution of Complaint Process:**

Resolved to Complainants Satisfaction [R]       Unresolved [U]  
 Transitioned to Formal Complaint [F]       Referred to another University Office [REF]

***Provide a summary of the discussion, including recommendations provided.  
 Subsequent discussions, requests for assistance and/or follow-ups on this issue  
 should be included chronologically below.***